



*Knowledge to Go Places*

School of Education  
1588 Campus Delivery  
Fort Collins, Colorado 80523-1588

**Before submitting your application materials for admission consideration to the Teacher Licensure Program, please take note of these additional program requirements. Please feel free to contact the Licensure Office staff with your questions or concerns.**

As a result of the enactment of Colorado House Bill 06-1023, the Colorado Department of Education is required to verify the lawful presence of applicants applying for a license of authorization in the United States.

This will require all teacher licensure applicants to complete and submit two additional documents with their application packet:

- **An Affidavit – signed and dated by the applicant**
- **A notarized copy of one of the seven (7) approved forms of evidence of lawful presence in the United States.**

Please refer to the following attachments:

1. The affidavit required to be completed by the applicant and submitted with the Teacher Licensure Application Packet  
  
and
2. Instructions for submitting an accepted form of identification with the application.



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## **Verification of Lawful Presence**

*Pursuant to Section 24-76.5-103, Colorado Revised Statutes, only persons lawfully present in the United States will be issued a Colorado educator license or authorization. (This includes adding an endorsement or renewing a license or authorization.) As a result, each applicant for the **CSU Teacher Licensure Program** must complete, sign and return the following affidavit, with their completed application packet.*

### **AFFIDAVIT**

I, \_\_\_\_\_, swear or affirm under penalty of perjury under the laws of the State of Colorado that (check one):

- I am a United States citizen, or
- I am a Permanent Resident of the United States, or
- I am lawfully present in the United States pursuant to Federal law.

I understand that this sworn statement is required by law because I have applied for an educator license or authorization with the State of Colorado. I understand that State law requires me to provide proof that I am lawfully present in the United States prior to receipt of this public benefit. I further acknowledge that making a false, fictitious, or fraudulent statement or representation in this sworn affidavit is punishable under the criminal laws of Colorado as perjury in the second degree under Colorado Revised Statute 18-8-503 and it shall constitute a separate criminal offense each time a public benefit is fraudulently received.

\_\_\_\_\_  
**Name**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**



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100 Education Building
Fort Collins, Co. 80523-1588

Compliance with the Provisions of Colorado Revised Statute (CRS) 24-76.5-103
VERIFICATION OF LAWFUL PRESENCE

Pursuant to Section 24-76.5-103, Colorado Revised Statutes, only persons lawfully present in the United States will be issued a Colorado educator license or authorization. (This includes adding an endorsement or renewing a license or authorization). Each applicant for a Colorado educator license or authorization must provide the Colorado Department of Education with an accepted form of identification at the time of application, January, 2007.

This memo details the requirements that must be met for an applicant to comply with CRS 24-73.5-103 – Verification of Lawful Presence in the United States.

APPLICANTS TO THE LICENSURE PROGRAM MUST SUBMIT THE SIGNED AFFIDAVIT AND A NOTARIZED copy of one of the following FORMS OF IDENTIFICATION LISTED BELOW with your Application to the Educator Licensure Program.

Acceptable Documentation for Verification of Legal Presence:

- 1. A notarized copy of a valid State-Issued Driver's License, bearing the applicant's photograph, OR
2. A notarized copy of a valid State-Issued Identification Card, bearing the applicant's photograph, OR
3. A valid U.S. Military or Military Dependent Identification Card, OR
4. A valid U.S. Coast Guard Merchant Marine Identification Card, OR
5. A valid Native American Tribal Document, OR
6. A valid certificate verifying naturalized status, bearing the applicant's intact photograph, issued by an authorized agency of the United States, OR
7. A valid certificate verifying United States Citizenship, bearing the applicant's intact photograph, issued by an authorized agency of the United States.

NOTE; THE NOTARY MUST INCLUDE THE FOLLOWING LANGUAGE WITH THE NOTARY'S OFFICIAL SEAL;

State of \_\_\_\_\_, County (or City) of \_\_\_\_\_
I, \_\_\_\_\_ (name of notary) \_\_\_\_\_, a Notary Public in and for said state, do certify that on \_\_\_\_\_ (date) \_\_\_\_\_, I carefully compared, with its original, this copy of \_\_\_\_\_ (type of document) \_\_\_\_\_, and have determined it to be a complete, full, true, and exact copy.
\_\_\_\_\_(official signature, official seal, and commission expiration date of notary).